



STATE OF ALASKA

INVITATION FOR QUOTES TO CONSTRUCTION
CONTRACTS

[Construction Procurement under AS 36.30.320(a)]

Project Name: <u>FROB Perimeter Snow Removal</u>	Contracting Agency and Address: <u>Dept. of Transportation & Public Facilities</u> <u>2301 Peger Rd.</u> <u>Fairbanks, AK 99709-5399</u>
Location: <u>675 7th Ave</u> <u>Fairbanks, AK</u>	

Issuing Office: <u>Maintenance & Operations, Facilities</u>	Date of Issuance: <u>8-6-98</u>
Contracting Officer: <u>Ralph D. Swarthout, Dir. of M&O</u>	Project Number: <u>99-25-2-19</u>

DESCRIPTION OF WORK, REQUIRED COMPLETION DATE, LISTING OF ATTACHMENTS:

See Attached Technical Specifications
and Drawings

The project estimate is: ☐ under \$2,000 ☐ \$2,000 - \$5,000 ☒ \$5,000 - \$25,000 ☐ \$25,000 - \$100,000
The following insurance coverages are required: ☒ Workers Comp ☒ General Liability ☒ Automobile

Quotes (verbal or written) for furnishing all labor, equipment and materials and performing all work for the above project are hereby invited. To be eligible for consideration, quotes must be received by 10:00 AM local time on the day of August, 1998. Late quotes cannot be accepted. Disadvantaged Business Enterprises (DBE) will be afforded an opportunity to submit quotes and will not be discriminated against on the grounds of race, color, national origin or sex in consideration for an Award which results from this invitation. Any errors, omissions, or questions pertaining to bidding procedures or project requirements, requests for additional documents, or inquiries pertaining to site conditions or scheduled visits shall be directed to: Wade Romans
Title: Building Foreman, Located at: Fairbanks Regional Office Building
Telephone: (907) 451-2906; Fax: (907) 451-2907.

This solicitation is governed by applicable provisions of AS 36.30 and 2 MC 12.

SUBMITTAL OF QUOTES: Quotes for this project shall be submitted in the manner noted below. All Bidders should familiarize themselves with the *Instructions to Bidders*, document 00100, accompanying this form, prior to submitting a quote.

- ☐ **VERBAL QUOTES SHALL BE PROVIDED TO** _____
AT THE ABOVE NOTED TELEPHONE NUMBER PRIOR TO THE ESTABLISHED DEADLINE.
- ☒ **WRITTEN QUOTES, INCLUDING AMENDMENTS OR WITHDRAWALS, MUST BE RECEIVED PRIOR TO THE ABOVE NOTED DEADLINE. BIDS SHALL BE SUBMITTED ON THE FORMS FURNISHED.**

Written quotes may be submitted by fax, hand delivered, or mailed in a sealed envelope: Confidentiality can only be assured for sealed quotes. Mailed quotes must allow time for delivery and the envelopes to be marked as follows:

Bid for Project	Address:
Name: <u>f ROB Perimeter Snow Removal</u>	<u>2301 Peger Rd</u>
Number: <u>99-25-2-19</u>	<u>Fairbanks, AK 99709</u>
Attn: <u>Michael Dikema</u>	

Hand-delivered or faxed quotes, amendments, or withdrawals must be delivered to Michael Dikema at the above noted location(s) prior to the scheduled deadline.



STATE OF ALASKA

INSTRUCTIONS TO BIDDERS

[Construction Procurement 'under AS 36.30.320(a)]

The State of Alaska desires that all offerors submitting bids on state funded construction contracts are **given a fair and equal opportunity** to compete. To avoid the disappointment of having a quote declared "non-responsive" or "not-responsible", bidders are required to follow these instructions.

REVIEW THE PROJECT DOCUMENTS: Most construction Projects in excess of \$1,000 will have some type of **written** documentation prepared expressly for the Work. If **you are** asked to submit a quote and no written **information** has been provided, then you should ask the Contracting Agency for written documentation. If the scope of services have been described to you verbally, - ensure that this information is reduced to writing prior to **acknowledging** Contract Award. When bidding a **Project**, carefully review and consider all materials. By submitting **a quote to the Contracting Agency** the offeror warrants that he is **familiar with the Project** requirements, **has visited or otherwise examined the site, and is aware of the conditions to be encountered**. Bidders can verify the **contents and completeness** of their bid documents by contacting the Contracting Agency's Project representative.

SUBMITTING THE QUOTE: The quote shall be submitted in the manner described on the **Invitation for Quotes**, document **00020**, and shall be in one of the following formats:

1. **ORALLY**, if a verbal quote is solicited, the offeror should also be prepared to provide -- in addition to their bid amounts and mailing address -- (1) their valid Alaska Business License number, (2) if applicable, a valid Contractor's Registration number, (3) their status as an Alaskan offeror, (4) their intended use of Alaskan products, (5) the carrier's name and policy number for their Worker's Comp Insurance (or a statement of sole proprietorship, if applicable), and (6) the Employer (Tax) Identification Number or Social Security Number. **This** information will **be** entered on the bid schedule by the Contracting Agency.
2. **WRITTEN**, if a quote is solicited, in **writing**, the offeror shall carefully **complete (ink or typewritten) the bid schedule portion of the Bid Schedule/Construction Contract Award form**, document 00510. Failure to acknowledge receipt of addenda or to execute the **form** correctly and **completely** may disqualify your quote.

(NOTE: Department of Labor requires a bid&r to be licensed and registered for the required type of Work prior to submitting a quote. If determined to be improperly registered or licensed, a quote may be deemed non-responsive.)

DETERMINATION OF LOWEST RESPONSIBLE BIDDER AND CONTRACT AWARD: **Following receipt and determination** of all responsive oral, written or sealed quotes the Contracting Agency shall compare the quotes and determine the lowest bidder. If in checking the bids, **the Contracting Agency** discovers a discrepancy between the **unit price** amount and the extended amount; the- unit price amount will prevail. Conditioned bids, unless expressly **requested**, shall not be considered. When the bid schedule is composed of a basic bid and **alternate** bids, the Contracting Agency shall base its determination of low bidder and the amount of Contract Award solely upon those bids, basic and alternates, that are priced within the extent **of** available construction funds. **Alternates** shall be considered for Award in the order **listed**, except that if the order of bidders is not affected, **Award** may include any combination of funded alternates, or none, as may be in the best interest of the Contracting Agency.

When determining the lowest bidder, the Contracting Agency shall also grant a 5% Alaska bidder's preference and an **appropriate** Alaska Products preference to any quote designating the applicability of a preference. To qualify for the bidder's preference (per AS 36.30.170) the bidder **must** (1) hold a current Alaska Business License, (2) submit the **bid under the name** appearing on the license, (3) **has staffed** and maintained a place of business within Alaska for the previous six months and (4) is incorporated or qualified to do business under the laws of the state. In addition, if the **offeror is a** partnership or joint venture, all parties **must** meet the criteria to be eligible for the preference. Upon **request**, a **booklet** fully describing the Alaska Products preference program is available from the Contracting Agency.

The Contracting Agency shall make a determination of responsibility as required by 2 MC 12.490. If the lowest bidder is declared responsible, the **Contracting Agency** will execute the Award portion of the **Bid Schedule/Construction Contract Award form**, document 00510, and send it to the Contractor for acknowledgement. If the lowest bidder is found to be not responsible, then this process will be repeated with the second lowest bidder -- **and so on** until the lowest responsive and responsible bid&r is determined.

NOTICE OF AWARD AND PROTEST: A written notice shall be provided on all Awards exceeding \$25,000 (2 AAC 12.400(h)). All protests shall be filed with the commissioner of the Contracting Agency (or designee) and copied to the Contracting Officer. If protesting the **solicitation**, protest must be filed prior to the time and date established for the **receipt** of quotes or bids. If protesting an Award, protest must be filed within **10** days of the Award date or Notice of Award, if required (2 MC 12.695). Extent of remedy is limited to bid preparation costs (AS 36.30.585).



STATE OF ALASKA

BID SCHEDULE / CONSTRUCTION CONTRACT AWARD

[Construction Procurement under AS 36.30.320(a)]

Project Name: EROB Perimeter Snow Removal

Location: 675 7th Ave

Fairbanks, AK

Contracting Agency and Address:

Dept. of Transportation & Public Facilities

2301 Peger Rd.

Fairbanks, AK 99709-5399

Issuing Office: Maintenance & Operations, Facilities

Date of Issuance:

**** BID SCHEDULE: Bidders should carefully read all attachments to this schedule. ****

See Attached Bid Schedule

I have reviewed the bid documents with addenda _____, and understand the scope of services and conditions required for Project number 99-25-2-19. I agree to furnish, for the above amount(s), all necessary labor, materials, and equipment. Work shall be accomplished in a workmanlike manner and to the satisfaction of the Contracting Officer.

Contractor _____

Contractor Reg. Number _____

Authorized Signature _____

Title _____

Address _____

Business License # _____ EIN or SSN _____ Phone # _____

Bidder Claims: ☐ Alaska Bidder's Preference ☐ Alaska Products Preference (include worksheet)

*****ACCEPTANCE/ NOTICE OF AWARD/NOTICE TO PROCEED*****

TO:

FOR:

VERIFICATION OF RESPONSIBILITY

Work related to Project
number: 99-25-2-19,
including the basic bid
and alternate bid item(s)

Insurance	<input type="checkbox"/>
Bonding	<input type="checkbox"/> N/A
Cert. Wages	<input type="checkbox"/> N/A
Qualifications	<input type="checkbox"/>

☐ Contract Award has been made to _____ See ITB form for protest rights.

☐ Your quote in the amount of _____ submitted on _____, is hereby accepted for accomplishment of the Work described above, in accordance with these Contract Documents. You are Awarded the Work and authorized to proceed immediately. Work must commence within _____ days following receipt of this notification and must be complete on or before _____. Acknowledge receipt of this Award by signing, dating, and returning this document to the address shown at the top of this page.

Contracting Agency's Project Manager: _____, and

Contracting Officer: _____ Date _____

Contractor's Acknowledged Receipt: _____ Date of Receipt _____



STATE OF ALASKA GENERAL CONDITIONS FOR THE CONSTRUCTION CONTRACT

[Construction Procurement under AS 36.30.320(a)]

These terms, conditions and requirements apply to the Contract Documents describing the Work for the Project denoted on the *Bid Schedule/Construction Contract Award* form, document 00510. If my provision of these Contract Documents is declared by a court to be illegal or in conflict with any law, the validity of the remaining provisions, and the ensuing rights and obligations of the Parties to the contract, shall not be affected.

Whenever used in these Contract Documents, the following terms shall have the indicated meaning. Any term not so defined shall have its ordinary meaning.

- **Approved or Approval** - means written approval by the Contracting Officer or authorized representative.
- **Award** - means the written acceptance of the lowest responsive and responsible bid by the Contracting Agency.
- **Contract Documents** - includes the *Invitation for Quotes and Instructions to Bidders* (if issued), the *Bid Schedule/Construction Contract Award*, these General Conditions, any addenda, written changes, and attachments as noted in the description of the Work.
- **Contracting Officer** - the person authorized by the Contracting Agency to enter into and administer the contract on behalf of the Contracting Agency.
- **Parties to the Contract** - includes the Contracting Agency, the owner agency representing the State of Alaska, and the Contractor, being the entity contracting with the owner agency for performance of the Work.
- **Project** - the total construction, of which Work performed under the Contract Documents is the whole a part.
- **Project Manager** - Contracting Officer's authorized representative, responsible for contract administration
- **Work** - is the act of, and the result from, performing services, furnishing labor, furnishing and incorporating materials and equipment into the Project and performing other duties and obligations, all as required by the Contract Documents.

1. The Contracting Officer (or authorized representative) has the authority; to make findings, determinations and decisions with respect to the contract; to Approve materials, Work and payment therefore; and, to modify or terminate the contract on behalf of the Contracting Agency.
2. The Contractor shall have sole responsibility for the means, methods, sequences, or procedures of construction and safety precautions related thereto. The Contractor shall conduct all Work in such a manner as to protect state resources.
3. The Contractor shall comply with all applicable laws, regulations, codes, ordinances and written directives issued by the Contracting Officer. In addition, the Contractor shall obtain applicable licenses and permits; provide supervision, labor, tool, and new materials (except as may otherwise be provided by the Contracting Agency); and utilize Alaska Products and Wood Products when applicable (see AS 36.05.010 & AS 36.30.322).
4. The Contractor shall not award Work to any subcontractor without prior Approval from the Contracting Officer.
5. The Contracting Agency reserves the right to make written changes to the Contract Documents for modifications within the general scope of the Work.
6. Any act or occurrence (be it a result of an emergency, differing site condition or change order) which may form the basis of a claim for a price or time adjustment shall be reported immediately to the Contracting Officer.
7. The Department of Labor, Labor Standards and Safety Division, shall be notified in accordance with AS 36.05.010 and AS 36.05.030, if the resulting contract for repairs a construction exceeds \$2,000. The Contractor must then comply with the requirements noted within the Department of Labor packet entitled, "Laborers' & Mechanics' Minimum Rates of Pay." To obtain a copy of the referenced packet, contact the Contracting Agency for assistance.
8. The Contractor shall indemnify, save harmless, and defend the Contracting Agency, its agents and its employees from any and all claims, actions, or liabilities for injuries or damages sustained by any person or property arising directly or indirectly from the Contractor's performance of this contract; however, this provision has no effect if, but only if, the sole proximate cause of the injury or damage is the Contracting Agency's negligence. Furthermore, the Contractor shall, prior to the Award of the contract, provide proof of the following insurances: Workmen's Compensation (per statutory requirements) and adequate coverages and limits (unless otherwise specified) for General Liability and Automobile Insurance. These coverages shall remain in force for the duration of the contract. The State of Alaska shall be named as Additional Insured under all liability coverages.
9. The Contractor shall remedy all defects in materials or workmanship which develop within a period of one year from the date of final payment.
10. The Contracting Agency shall make final payment to the Contractor following Approval for completion of all Work and the Contractor's submittal of all releases, warranties, record documents, permits and invoices. Liens or other claims relating to the Project may be withheld from final payment, if written notice is first given to the Contractor. Acceptance of final payment will constitute Contractor's waiver to future claims.
11. Any dispute arising out of this contract, and which cannot be satisfactorily remedied by the Parties to the Contract, shall be resolved under the laws of Alaska.

I. SCOPE OF WORK

Provide all labor, materials, supplies and equipment for the removal of all snow and ice on the sidewalks, steps, parking areas and parking ramps at the Fairbanks Regional Office Building. The building is located at 675 7th Ave., between 7th and 8th Ave. in Fairbanks, Alaska.

II. DESCRIPTION OF WORK

- A. Sidewalks, curb ramps, steps, building entrances, accessible parking spots and access routes from the accessible parking spots to the building entrance not less than 60" wide. As referenced on Drawing A.
 - 1. When notified by Building Foreman snow and ice shall be removed from the full width of the area, down to the concrete or asphalt. To render the areas safe and passable to pedestrian traffic and persons with disabilities.
- B. Lower exposed parking area, entrance and exit ramps and five minute parking area. As referenced on Drawing B.
 - 1. When notified by Building Foreman, Contractor shall remove snow and ice from the entire area, down to the concrete or asphalt.
- C. Early morning call out and/or heavy daytime snowfall clearing. As referenced on Drawing C.
 - 1. When notified by Building Foreman snow shall be cleared from the full width of the area, as referenced on Drawing C. To render the areas safe and passable to pedestrian traffic and persons with disabilities.
- D. Sidewalks, curb ramps, steps, building entrances, five minute parking area, entrance and exit ramps, accessible parking spots and access routes from the accessible parking spots to the building entrance not less than 60" wide. As referenced on Drawings A, B and C.
 - 1. When notified by Building Foreman, Contractor shall apply an ice melting compound and a skid resistant material (SAND) to the full width of the area, which is not harmful to grass, sidewalk or interior carpet and finishes. Only the minimal amount of ice melting compound shall be used which will render the areas safe and passable to pedestrian traffic and persons with disabilities.
- E. Upon receiving a call from the Buildings Foreman the Contractor shall have snow and ice removed from the areas for Basis of Payment items IV.A., and/or IV.B., by 7AM the following morning.

TECHNICAL SPECIFICATIONS

PROJECT NO. 99-25-2-19

-1-

FAIRBANKS REGIONAL OFFICE BUILDING

PERIMETER SNOW REMOVAL

- F. Contractor shall respond and have employees on site, ready to work within two hours upon receiving a call from the Buildings Foreman. For Basis of Payment items IV.C., and/or IV.D.
- G. Contractor shall be capable of being contacted 24 hours a day, either by pager or mobile phone.

An answering machine is not an acceptable substitute.

A pager or mobile phone number is required for award.

III. METHOD OF REMOVAL

- A. Special care must be used around the building so no damage occurs to the windows from flying objects or the lawn from a loader bucket, sanding, etc.
- B. No snow or ice may be deposited on City Streets.
- C. Contractor shall haul all snow and ice to an approved dump site. The State will not provide a dump site.

IV. BASIS OF PAYMENT

- A. Sidewalks, steps, and loading dock apron snow and ice removal.
 - 1. Includes all sidewalks, curb ramps, steps, building entrances, loading dock apron, accessible parking spots and access routes at the Fairbanks Regional Office Building as referenced on Drawing "A".
 - 2. Lump sum for each call out.
- B. Lower exposed parking area, entrance and exit ramps, and five minute parking area snow and ice removal
 - 1. Includes area referenced on Drawing "B".
 - 2. Lump sum for each call out.
- C. Early morning call out and/or heavy daytime snowfall clearing.
 - 1. Includes area referenced on Drawing "C".
 - 2. Lump sum for each call out.

D. Sidewalk, steps and vehicle entrance and exit ramps ice melt compound and skid resistant material application.

1. Include all area referenced on Drawing "A". Lump sum for each call out.
2. Include all area referenced on Drawing "B". Lump sum for each call out.
3. Include all area referenced on Drawing "C". Lump sum for each call out.

IV. BASIS OF AWARD

A. Award will be made to the bidder providing the lowest yearly cost for 26 sidewalk removals, plus 30 ice melt compound and skid resistant material applications in each referenced area, plus 13 parking lot removals, plus 10 heavy snowfall clearings. This formula will be used strictly to determine the apparent low bid. The State does not guarantee the number of call outs requested during the contract period.

V. RENEWALS

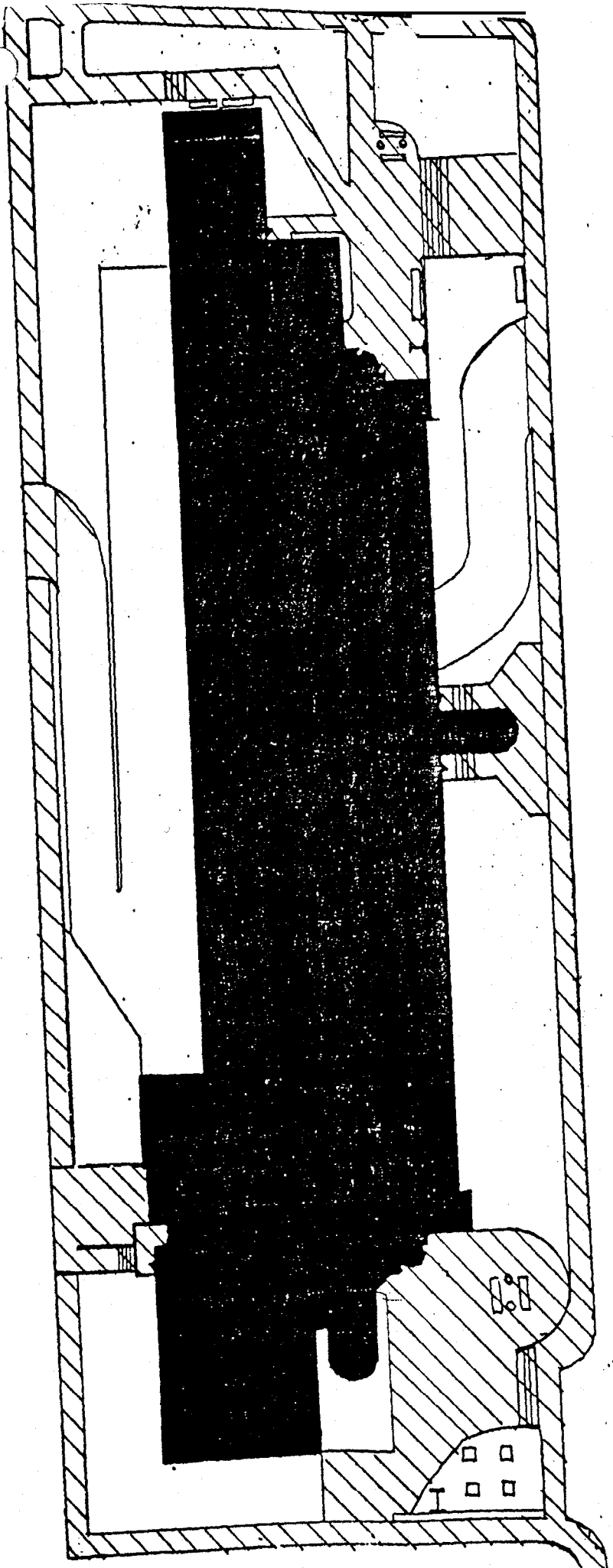
A. The contract may be renewed for three additional one year periods, at the same terms, conditions and price, by mutual agreement between the Contractor and the State.

VI. OTHER

For further information, contact;

Wade Romans, Building Foreman
Fairbanks Regional Office Building
Building Maintenance Office
675 7th Ave.
Fairbanks AK 99701
Phone 451-2906
Fax 451-2907

Fairbanks Regional Office Building



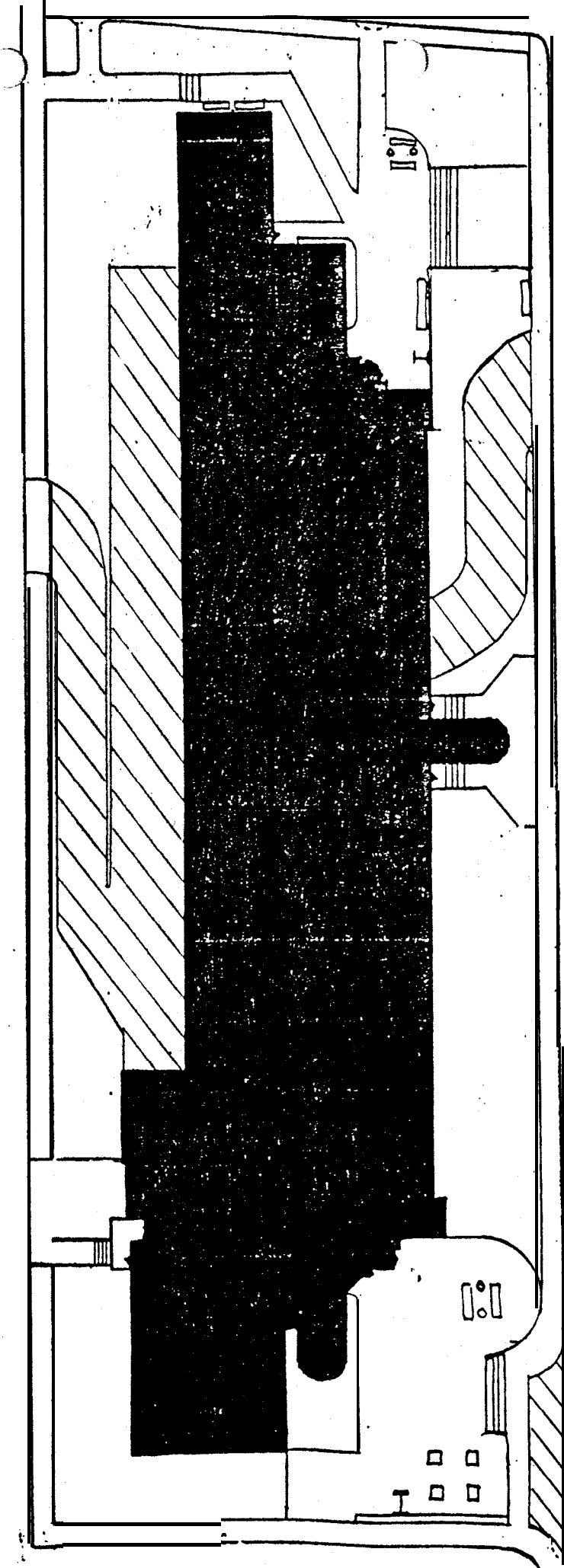
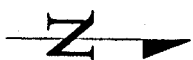
Removal Areas



SNOW & ICE REMOVAL

DRAWING "A"

Fairbanks Regional Office Building

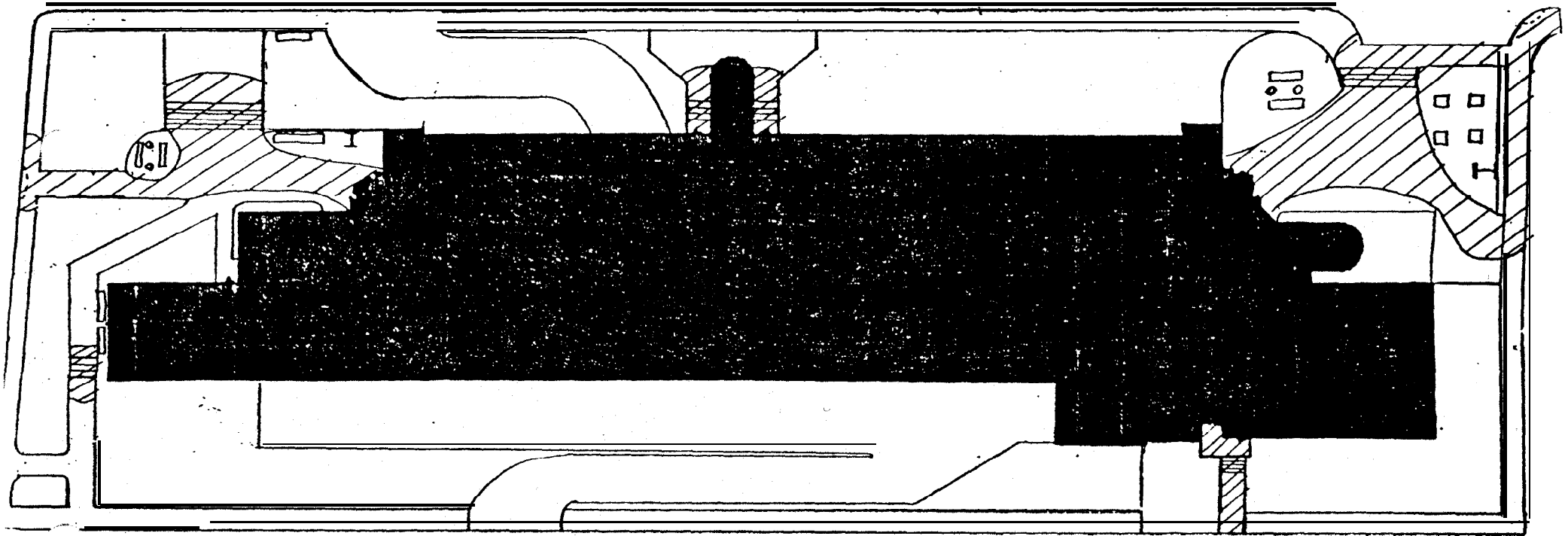


Removal Areas

SNOW & ICE REMOVAL

DRAWING "B"

Fairbanks Regional Office Building



Clear Areas



SNOW CLEARING

DRAWING "C"

BID SCHEDULE

Project Number: 99-25-2-19
Project Name: Fairbanks Regional Office Building Perimeter Snow Removal

Bidders Please Note: Before preparing this Bid Schedule, read carefully the Technical Specifications, Instructions to Bidders and the General Conditions,

BASIC BID

Item 1: **IV.A.** Snow and Ice Removal for sidewalks and areas referenced on Drawing A.

\$_____ x 26 removals = \$_____ Yearly Price
per call out

Item 2: **IV.B.** Snow and Ice Removal for parking area and other areas referenced on Drawing B.

\$_____ x 13 removals = \$_____ Yearly Price
per call out

Item 3: **IV.C.** Early morning call out and/or heavy daytime snowfall clearings for areas reference on Drawing C.

\$_____ x 10 clearings = \$_____ Yearly Price
per call out

Item 4: **IV.D.** Ice melt compound and skid resistant material application.

1. For all areas referenced on Drawing "A".
\$_____ x 30 applications = \$_____ Yearly Price
per call out

2. For all areas referenced on Drawing "B".
\$_____ x 30 applications = \$_____ Yearly Price
per call out

\$_____ x 30 applications = \$_____ Yearly Price
per call out

per call out

TOTAL

Basic Bid

(1)+(2)+(3)+(4.1)+(4.2)+(4.3)

\$_____Yearly Price

The extended cost to a Yearly Price will be used strictly to determine the apparent low bid. The State does not guarantee the amount of services that will be purchased during the contract period.

Award will be made to the bidder providing the lowest yearly cost for 26 sidewalk removals, plus 30 ice melt compound and skid resistant material applications in each referenced area, plus 13 parking lot removals, plus 10 heavy snowfall clearings. This formula will be used strictly to determine the apparent low bid. The State does not guarantee the number of call outs requested during the contract period.